

**KENTUCKY BOARD OF HOME INSPECTORS**  
**MEETING MINUTES**  
**January 13, 2015**

A regular meeting of the Kentucky Board of Home Inspectors was held at the Office of Occupations and Professions in Frankfort, KY on January 13, 2015.

**MEMBERS PRESENT**

James A. Chandler, Chairman  
Mark G. Oerther, Vice Chairman  
Mitch D. Buchanan  
Kevin Farris  
Robert P. Johnson  
Ken Fister  
Welford "Bud" Wenk  
Edward "Neal" Tong

**MEMBERS ABSENT**

None

**OCCUPATIONS AND PROFESSIONS STAFF**

Diana Jarboe, Board Administrator  
Susan Ellis, Occupations and Professions staff

**OFFICE OF THE ATTORNEY GENERAL**

Brian Judy, Office of the Attorney General

**GUESTS**

Steve Keeney, PLI 4U  
J.R. Bone

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**CALL TO ORDER**

Mr. Chandler called the meeting to order at 10:11 a.m.

**SWEARING IN OF NEW BOARD MEMBERS**

New Board members Edward "Neal" Tong and Welford "Bud" Wenk were sworn in by Ms. Jarboe.

**MINUTES**

A motion was made by Mr. Buchanan to approve the meeting minutes from December 9, 2014. Mr. Johnson seconded that motion and it carried.

**MONTHLY FINANCIAL REPORT**

The financial statement for December 2014 was reviewed by the Board.

**BOARD COUNSEL REPORT**

Mr. Judy announced that all the drafted regulations were approved by the ARRS committee last month. 815 KAR 6:040 and 815 KAR 6:080 were deferred last month but will be reviewed at the ARRS meeting following the Board meeting today.

**OCCUPATIONS AND PROFESSIONS REPORT**

Ms. Jarboe reported the current events of O&P including a new Administrative Section Supervisor, Robin Vick, scheduled holiday hours for the Office of Occupations and Professions, continued work and reporting of problems for the new database and online license renewal system, the departure of two Board attorneys, a reminder of the username and password for the Wi-Fi here at O&P, and practical reminders for Board members regarding receipts, ethical considerations, and tax documents.

**OLD BUSINESS**

Mr. Johnson reported that the Board's brochure is now complete. He will email the final version to the Board members and Ms. Jarboe will ensure that it is posted to the Board's website.

**NEW BUSINESS**

Ms. Ellis notified the Board that more information is needed in order to issue a request for proposal for a Board investigator, including qualifications and experience. The Board will further discuss this information at the next Board meeting in February.

### **EDUCATION COMMITTEE REPORT**

The Education Committee motioned to approve The ASHI School as a Pre-Licensing provider. Mr. Oerther seconded the motion and the motion carried.

The Education Committee motioned to approve The Home Inspectors of Tennessee Association as a continuing education provider and to approve the following courses, pending receipt of payment of \$25.00 per course, per date offered:

- Electric Panel Inspection, 4 hours
- How A Plumber Inspects...The Plumbing and Water Heaters, 4 hours
- Basic HVAC Systems and System Inspection, 4 hours

Mr. Wenk seconded the motion and the motion carried.

### **APPLICATIONS COMMITTEE**

The Applications Committee recommended the following:

- Initial licensure applications to be approved – Brandon Gilliam, Jerry Phillips, and Charles Powell.
- Renewal applications to be approved – Eric Aulick, Roger Bowman, Devin Devore, , Dwight Griffie, Tim Huff, Adam McClintic, David McLean, David Nanny, Michael O'Dell, John Osborne, Robert Paxton, Mark Pemberton, Ray Sandbek, Ted Shields, and Forrest Sutherland.
- Renewal application approved pending receipt of a corrected certificate of general liability insurance – John Gambill, Thomas Hughes, and Bruce Sauer.

Mr. Farris seconded the Committee's recommendations and the motion carried.

The Applications Committee recommended the following:

- Gregory Anderson – renewal application denied pursuant to KRS 198B722(2).

Mr. Farris seconded the Committee's recommendation and the motion carried.

### **COMPLAINTS COMMITTEE**

The Complaints Committee motioned to dismiss agency case 2013-05, Mr. Wenk seconded the motion and the motion passed.

Mr. Judy announced that 14-KBHI-0302 was withdrawn by the complainant; therefore Mr. Buchanan motioned for the Board to dismiss the case. Mr. Farris seconded the motion and the motion carried. Mr. Chandler signed the order of dismissal.

The Complaints Committee reported the following cases are ongoing:

- Romancik
- 2014-01
- 2014-02
- 2014-07
- 14-KBHI-0251

**TRAVEL AND PER DIEM**

Mr. Buchanan made a motion to approve the travel and per diem for members attending today's meeting. The motion, seconded by Mr. Johnson, carried.

**NEXT MEETING**

The next meeting is scheduled for Tuesday, February 10, 2015 at 10:00am at the Office of Occupations and Professions in Frankfort, KY.

**ADJOURNMENT**

Mr. Buchanan made a motion to adjourn at 11:45 a.m. The motion was seconded by Mr. Fister and carried.

Minutes prepared by Diana Jarboe on February 2, 2015.